

**In the  
Indiana Supreme Court**

<b>IN THE MATTER OF</b>	)	
<b>REQUEST FOR APPROVAL</b>	)	
<b>OF LOCAL COURT RULES</b>	)	<b>CASE NUMBER</b>
<b>IN PUTNAM COUNTY</b>	)	

**REQUEST FOR APPROVAL OF AMENDMENT  
TO LOCAL RULE AND FINDING GOOD CAUSE  
TO DEVIATE FROM THE SCHEDULE  
FOR AMENDING LOCAL RULES**

The Judges of the courts of record in Putnam County have decided to amend their local rule on court reporter services and request Supreme Court approval for the amendment to LR67-AR15-ADMN-32 Court Reporter Services.

The Judges find pursuant to Trial Rule 81(D) that good cause exists to deviate from the schedule established by the Division of State Court Administration for amending local rules.

Accordingly, the Judges of record of Putnam County request approval of the amended local rule to be effective retroactive to March 1, 2006.

Submitted this 25th day of August 2008.

\_\_\_\_\_/S/\_\_\_\_\_  
MATTHEW L. HEADLEY  
Judge, Putnam Circuit Court

\_\_\_\_\_/S/\_\_\_\_\_  
ROBERT J. LOWE  
Judge, Putnam Superior Court

**NOTICE OF PROPOSED  
AMENDMENT TO LOCAL RULE ON COURT REPORTER SERVICES  
FOR THE PUTNAM  
CIRCUIT AND SUPERIOR COURTS**

Notice is hereby given to the bar and the public that the Putnam Circuit and Superior Courts are adopting an amendment to the local court rule on court reporter services that, if approved, will be effective retroactive to March 1, 2006.

A copy of the proposed amendment may be viewed or obtained in the office of the Clerk of Putnam County Circuit Court located at One Courthouse Square, Greencastle, Indiana, 46135. A copy may also be viewed on the Indiana Judicial website at:  
<http://www.in.gov/judiciary/putnam/>.

**COMMENTS**

Comments on the proposed amendment of the Local Court Rules will be received until thirty (30) days from the date of this notice and should be sent to Matthew L. Headley, Judge, Putnam Circuit Court at One Courthouse Square, Greencastle, Indiana, 46135.

**EFFECTIVE DATE**

The adopted amendment to the Local Rules will take effect retroactive on March 1, 2006, and is subject to the approval of the Indiana Supreme Court.

Dated this 25th day of August 2008.

\_\_\_\_\_/S/\_\_\_\_\_  
MATTHEW L. HEADLEY  
Judge, Putnam Circuit Court

\_\_\_\_\_/S/\_\_\_\_\_  
ROBERT J. LOWE  
Judge, Putnam Superior Court

# **PROPOSED AMENDMENT TO PUTNAM COUNTY LOCAL COURT RULES**

**Proposed Effective Date: March 1, 2006**

## **LR67-AR15-ADMN-32 Court Reporter Services**

**Section One. Definitions.** For purposes of this local rule, the following definitions shall apply:

*A Court Reporter* is a person who is specifically designated by the court to perform the official court reporting services for the court including preparing a transcript of the record.

*Equipment* means all physical items owned by the court or other governmental entity and used by a court reporter in performing court reporting services. Equipment shall include, but not limited to, telephones, computer hardware, software programs, disks, tapes and any other device used for recording and storing, and transcribing electronic data.

*Work space* means that portion of the court's facilities dedicated to each court reporter, including but not limited to actual space in the courtroom and any designated office space.

*Page* means the page unit of transcript which results when a recording is transcribed in the form required by Indiana Rule of Appellate Procedure 7.2.

*Recording* means the electronic, mechanical, stenographic or other recording made as required by Indiana Rule of Trial Procedure 74.

*Regular hours worked* means those hours which the court is regularly scheduled to work during any given work week. Depending on the particular court, these hours may vary from court to court and county to county, but remain the same for each work week.

*Comp hours worked* means those hours worked that are in excess of the regular hours worked of thirty-five (35) hours per work week.

*Work week* means a seven (7) consecutive day week that consistently begins and ends on the same days throughout the year, i.e. Sunday through Saturday, Wednesday through Tuesday, Friday through Thursday.

*Court* means the particular court for which the court reporter performs services.

*County indigent transcript* means a transcript that is paid for from county funds and is for the use on behalf of a litigant who has been declared indigent by a court.

*State indigent transcript* means a transcript that is paid for from state funds and is for the use on behalf of a litigant who is declared indigent by a court.

*Private transcript* means a transcript, including but not limited to a deposition transcript, that is paid for by a private party.

## **Section Two. Court Reporter; Salaries and Per Page Fees.**

(1) Court Reporters shall be paid an annual salary for time spent working under the control, direction and direct supervision of their supervising court during any regular work hours, comp hours.

(2) The maximum per page fee a court reporter may charge for the preparation of a county indigent transcript shall be ~~\$3.75~~ Four Dollars (\$4.00); the court reporter shall submit a claim directly to the county for the preparation of any county indigent transcripts.

(3) The maximum per page fee a court reporter may charge for the preparation of a state indigent transcript shall be ~~\$3.75~~ Four Dollars (\$4.00).

(4) The maximum per page fee a court reporter may charge for the preparation of a private transcript shall be ~~\$3.75~~ Four Dollars and Fifty Cents (\$4.50), plus the actual cost of paper used at a per page cost.

(5) Each court reporter shall report, at least on an annual basis, all transcript fees received for the preparation of county indigent, state indigent or private transcripts to the Indiana Supreme Court Division of State Court Administration. The reporting shall be made on forms prescribed by the Division of the State Court Administration.  
Section Three. Private Practice.

If a court reporter elects to engage in private practice through the recording of a deposition and/or preparing of a deposition transcript, and the court reporter desires to utilize the court's equipment, work space and supplies, and the court agrees to the use of the court equipment for such a purpose, the court and the court reporter shall enter into a written agreement which must, at a minimum, designate the following:

- a. The reasonable market rate for the use of the equipment, work space and supplies;
- b. The method by which records are to be kept for the use of equipment, work space and supplies; and
- c. The method by which the court reporter is to reimburse the court for the use of the equipment, work space and supplies.

If a court reporter elects to engage in private practice through the recording of a deposition and/or preparing of a deposition transcript, all such private practice work shall be conducted outside of regular working hours.